

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes

Workshop Meeting Minutes

March 8, 2017

CALL TO ORDER

TIME: 7:00 PM

Location: Memorial School

FLAG SALUTE

OPEN PUBLIC MEETING NOTICE

In accordance with the provisions of the Open Public Meetings Act, the North Haledon Board of Education has issued notice of this meeting to be publicized by having the date, time and location of the meeting posted at the North Haledon Municipal Building and Memorial and High Mountain Schools and advertised in The Hawthorne Press on January 26, 2017 which has been designated as the Board's official newspaper, and mailed to The Record and The Star Ledger, alternate newspapers. Notice was also filed with the Borough Clerk and will be sent to those persons requesting that such notice be mailed to them.

OATH OF OFFICE – MR. LOUIS COLLI

The Interim Business Administrator/Board Secretary administered the Oath of Office to Mr. Louis Colli, having been appointed to the vacant Board seat at the February 22, 2017 meeting of the Board of Education.

ROLL CALL: Mr. Colli, Mrs. DeNova, Mrs. LaCognata, Mrs. Manning, Mr. Mannino, Mrs. Melone, Mr. Griffo.
Absent: Dr. Badami and Mr. Ten Kate
Others Present: Mr. Coffaro, Superintendent of Schools; Mr. Donow, Interim Business Administrator/Board Secretary.

PRESENTAION – FY'18 Proposed Budget

The Interim Business Administrator gave an overview of the administration's recommended proposed budget for 2017-2018, after having been reviewed by the Finance Committee. The presentation was followed by questions and discussion by the members of the Board.

REQUIRES ACTION: SEE BELOW

Petitions of Citizens (*Public Portion*)

FINANCE

(Ten Kate, DeNova, Mannino)

Committee Report/Discussion

- Extension of contract with NRESC - Business Services coverage during medical leave
- Review of Agenda items for 3/22/17 meeting

The Finance Committee recommends the following motion for approval by the Board:

INTRODUCTION OF THE 2017-2018 BUDGET

Motion: Mrs. DeNova

Second: Mr. Mannino

Vote: 7 - 0

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes

Workshop Meeting Minutes

March 8, 2017

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator, that the Board hereby approves the proposed North Haledon School District Budget for the 2017-18 school year as follows:

GENERAL EXPENSE BUDGET	\$ 9,799,227.00
SPECIAL REVENUE BUDGET	\$ 225,000.00
DEBT SERVICE BUDGET	\$ 1,452,400.00
TOTAL	\$ 11,476,627.00; and

BE IT FURTHER RESOLVED, the revenue required for this budget shall include:

GENERAL FUND TAX LEVY	\$ 9,239,219.00
DEBT SERVICE TAX LEVY	\$ 1,452,400.00; and

BE IT FURTHER RESOLVED, that the Board establishes a maximum cap of \$ 19,400.00 for travel/conferences or workshops from all sources in the proposed 2017-18 budget; and

BE IT FURTHER RESOLVED, that the Board authorizes the Interim Business Administrator, to submit the proposed budget to the Executive County Superintendent of Schools, in the form prescribed by the New Jersey Department of Education, for review and approval, and that upon said approval, the Business Administrator shall cause the budget to be advertised and posted as required by statute and code, in preparation for the Public Hearing on the proposed 2017-18 Budget, to be held at the regular meeting of the North Haledon Board of Education on April 26, 2017 at 7:00 pm, in the Library/Media Center of Memorial School.

The Finance Committee recommends the following motions for approval by the Board at the 3/22/17 meeting:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1 District Claims; 2 Approval of Transfer of Funds; 3. Acceptance of Monthly Financial Reports; 4. Approval of Extension Contract - Business Services; 5. Acceptance of Carryover Grant Funds - Title I and Title II

1. Approval of District Claims

BE IT RESOLVED, upon the recommendation of the Interim Business Administrator that the Board of Education the attached list of claims in the total amount of \$xxx,xxx.xx for check #s XXXX to XXXX be approved for payment, as follows:

General Fund (10, 11, 12)	\$	
Special Revenue Fund (20)	\$	
Debt Service Fund (40)	\$	
Cafeteria Fund	\$	(Check # XXXX)

2. Approval of Transfer of Funds

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator, that the Board of Education approve the transfer of funds in accordance with the attached list of adjustments for the month of February 2017.

3. Acceptance of Monthly Financial Reports

BE IT RESOLVED, upon the recommendation of the Superintendent and the Interim Business Administrator, that the Board of Education accepts the Board Secretary's and Treasurer's Reports for

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes

Workshop Meeting Minutes

March 8, 2017

the month ending February 28, 2017 and has determined that they are in agreement; acknowledges receipt of the Secretary's certification that no budgetary line item account has obligations, payments or orders which exceed the amount appropriated or has been over expended in accordance with N.J.A.C.6A-16.10(c)3 and 4; and certifies that in accordance P.L.2004 Ch.73, no budgetary transfers cumulatively exceed 10% that would require the approval of the Commissioner of Education.+

4. Approval of Extension Contract - Business Services

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approve an extension of the current agreement with the Northern Region Education Services Commission for Business Office Services for coverage during during the continued medical leave of the business office staff member, in the amount of \$28.50 per hour, not to exceed an average of 29 hours per week.

5. Acceptance of Carryover Grant Funds - Title I and Title II

BE IT RESOLVED, upon the recommendation of the Superintendent, that the approve the acceptance of carryover funds for federal grants as follows:

Title I \$	2.00	New total = \$101,735.00
Title II \$	17,419.00	New total = \$ 33,706.00

TECHNOLOGY:

(LaCognata, Melone, Colli)

- **Contract renewal for Tech Services - NRESC for 2017-18**

PERSONNEL:

(Badami, LaCognata, Manning)

Committee Report/Discussion

The Personnel Committee recommends the following motions for approval by the Board at the 3/22/17 meeting:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1. Approval of Substitute List;

1. Approval of Substitute List

BE IT RESOLVED, upon the recommendation of the Superintendent, that the Board approve the attached list of additional substitute teachers for the 2016-17, as certified by the Northern Regional Educational Services Commission, the district's substitute coordinators.

POLICY:

(Badami, DeNova, Colli)

Committee Report/Discussion

The Policy Committee recommends the following motions for approval by the Board at the 3/22/17 meeting:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motions: 1. Approval of Board Minutes; 2. Second Reading of Policy Alert 210.

1. Approval of Board Minutes

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the minutes listed below as per copies distributed to each board member.

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes

Workshop Meeting Minutes

March 8, 2017

Mrs. Melone requested an update at the next meeting about the change in making participation in the Science Fair mandatory.

FACILITIES & SERVICES: Ten Kate, Mannino, Melone)
Committee Report/Discussion

- **Status of AC Unit for Server Room - scheduled for repair**
- **Status of Preventative Maintenance and Other Repairs - HVAC**
- **Status of summer cleaning services (outsourced)**

The Facilities & Services Committee recommends the following motions for approval by the Board at the 3/22/17 meeting:

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves motion: 1. Approval of District Facilities Use;

Organization	Date	Times	Location	Purpose
Jenn's Junction	June 8, 2017	3:30 to 7:00	Memorial School- Aud/Gym Cafe/Kitchen	Pre-K Graduation

1. Approval of District Facilities Use

BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the following use of district facilities subject to non-conflicting events.

OLD/NEW BUSINESS

- **Superintendent's Report - additional items**
 - North Haledon Golden Age Club (Facility Utilization).
 - Possible fees for outside agencies utilizing our facilities.
 - Letter: New Beginnings Program (Renewal of Lease).
 - Discussion of introduction of a Therapy Dog – referred back to Curriculum Committee for review of the proposal
 - Tuition for Non-Residents.

**BOARD OF EDUCATION
BOROUGH OF NORTH HALEDON**

Minutes

Workshop Meeting Minutes

March 8, 2017

- **Business Administrator’s Report -additional items**
No additional items

- **Public Relations Committee Report** (DeNova, Manning, Colli)
No update
- **Representative’s Reports**
 - **Recreation** (Manning) – no update
 - **Council/Planning Board** (LaCognata) – The Borough is installing a stop sign at the parking lot exit of High Mountain School and it will be enforced by the NH Police Department.
 - **NJ/PC School Boards Assn.** (DeNova) – no update
 - **NRESC** (Coffaro) – no update

- **President ‘s Report**
The President reported that there was no update on the MUA litigation; therefore an Executive Session was not needed.

Petition of Citizens – The President reopened the floor for any comments from the public.

- Ms. Tanis reminded the Superintendent of the April 1 would be in the middle of PARCC testing if consideration was in fact being considered for an out-of-district tuition student being admitted.
- Mrs. Mannino questioned the technology maintenance needs as a part of the budget process, including the Chromebooks.

ADJOURNMENT

Motion: Mrs. DeNova
Second: Mrs. Manning
Time: 8:30 pm
VOTE: Unanimous voice vote

Respectfully submitted,

Michael J. Donow, RSBA
Interim Business Administrator/Board Secretary